

**New Hampshire Department of Transportation
Bureau Of Highway Maintenance**

**Operational Controls Matrix
EIP-11-Form 11a**

<i>Activity and Key Characteristic(s)</i>	<i>Operational Controls inc. monitoring methods</i>	<i>Operational Control Checks (how to ensure controls work)</i>	<i>Are Controls Adequate or are Additional Controls Needed?</i>	<i>Deadline for Completion</i>
Fuel Storage – UST Leak Detection	Veeder Root Automatic Monitoring System Annual Leak Testing	Leak test results are checked “pass”. Alarms are tested monthly. Tank and system are tested annually. Tag UST “out of service” if leak test or alarm fails.	Adequate	N/A
Chemical Storage	Work Instruction HMB-EMS-WI-003	Weekly Visual Inspection	Adequate	N/A
Chemical Disposal	Work Instruction HMB-EMS-WI-004	Weekly Visual Inspection	Adequate	N/A
Salt and Anti-Icing Chemicals, Storage, and Handling	Work Instruction HMB-EMS-WI-006	Initial training. Re-training as needed. Monthly Inspections of Storage Facilities	Adequate	N/A
Bulk Coatings and Coated Equipment Acquisition	Work Instruction HMB-EMS-WI-005	Bulk coatings and coated equipment in accordance with approved specification. Spot inventory inspection.	Adequate	N/A

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Coated Equipment Maintenance	Work Instruction HMB-EMS-WI-002 Letter to Vendors – carryin-carryout	Approved equipment to be maintained on Table 2. Tags on known of suspected equipment to control maintenance that may generate hazardous materials. Vendors required to remove waste/debris generated during maintenance of their equipment. Re-coat with proper supplies acquired in accordance with Bulk Coatings and Coated Equipment Acquisition Work Instruction.	Adequate	N/A
Wastewater Holding Tanks	Tank alarm	Monthly Inspection	Adequate	N/A
Oil/Water Separator	Absorbent Pad	Monthly Inspection	Adequate	N/A